



BOARD OF STATE AND COMMUNITY CORRECTIONS 2013 STATUS AND Non OFFENDER REPORT INSTRUCTIONS

SECTION A – Facility Information:

Name of facility: Enter the name of your Juvenile Detention Facility.

County: Enter the name of your county.

SECTION B – Youth's Information:

Name of youth: Enter the name of the detained youth.

Gender: Check appropriate box (male/female)

County ID #: Enter the county identifier that could be used for case tracking purposes.

Intake Date: Enter the date of intake (m/d/yy).

Intake Time: Fill in the time (in military time or AM/PM) that the juvenile was booked into your facility.

Detention Hearing Date: If applicable, enter the date of the detention hearing.

Detention Hearing Time: If applicable, enter the time of the detention hearing.

Release Date: Enter the date of release (m/d/yy).

Release Time: Fill in the time (in military time or AM/PM) that the juvenile was released from your facility.

Total Time in Secure Detention: Check the one box that applies to length of time in secure detention.

SECTION C –Offense Information:

- Indicate whether the youth was (if applicable):
 - PRE-DISPOSITION (not adjudicated as a WIC 601 ward of the court) **OR**
 - POST DISPOSITION (WIC 601 ward of the court).

Please check ONLY ONE box indicating reason for detention:

- If the youth was a **Runaway**, please select either:
 - “CA resident,” **OR**
 - “Out of State Resident”
 - If “**Out of State Resident**” is checked, please indicate whether or not an Interstate Compact was filed for the youth. *The JJDPA states that out of state runaways held pursuant to the Interstate Compact are exempt from JJDPA time limits.*
- If the youth was a **Non Offender**, pursuant to WIC Code 300 **with no other charges** or is being held as a material witness **with no other charges**, please indicate.
- If the youth was **Committed to the Juvenile Hall**, please check this selection and complete the following information:
 - Court Date and Time (of contempt hearing)
 - If the youth will be spending multiple time frames at the facility, please submit separate reports for each detention period.
 - Submit a copy of the Minute Order specifying the finding of contempt and the terms of the order.
 - Submit a copy of the **Valid Court Order Exception Summary Checklist**.

***Note:** For the “Possession of Alcohol” selection, the JJDPA considers this a status offense, even though Section 25662(a) Business and Professions Code classifies this as a delinquent offense in California. If the youth is booked on this charge **and has no other WIC 602 offenses, please check this box.**

SECTION D – Reporting Information:

This section requires the name and title of both the reporting person **and** the facility manager. Additionally, please provide the date that the report was submitted and contact information for both the reporting person and the facility manager.